CHECKLIST FOR APPLICATION OF MARRIAGE PERMISSION

(Malaysian Female Applicant Marrying a Non-Malaysian and Non-Muslim Male)

A. DOCUMENTS OF THE FEMALE APPLICANT (MALAYSIAN CITIZEN)

- ☐ Application Form for Permission to Marry (Female) – duly completed and signed.
- ☐ National Registration Identity Card (MyKad) – copy (front and back).
- ☐ Birth Certificate – copy.
- ☐ Certificate of Islamic Pre-Marriage Course – original and copy.
- ☐ Identity Card of Wali (father or guardian) – copy (front and back).
- ☐ Letter of Consent from Wali / Authorisation Letter – if the wali is residing outside the state or unable to attend.
- ☐ Marriage Certificate / Divorce Certificate / Death Certificate of Former Husband – original and copy (if divorced or widowed).
- ☐ HIV Screening Test Report – certified by a Government Clinic/Hospital.
- ☐ Certificate of Conversion to Islam (if the applicant is a convert).

B. DOCUMENTS OF THE MALE APPLICANT (NON-MALAYSIAN & NON-MUSLIM)

- ☐ Passport – copy of the main page and latest entry visa page (valid).
- ☐ Single Status Declaration / Certificate of No Marriage Record – issued by the applicant’s Embassy or Consulate (in English or with official Malay translation).
- ☐ Certificate of No Impediment to Marriage – from the applicant’s Embassy / Consulate.
- ☐ Birth Certificate / National Identity Card of Country of Origin – copy.
- ☐ Declaration of Intention to Embrace Islam – if not yet converted to Islam at the time of application.
- ☐ Certificate of Conversion to Islam – original and copy (mandatory before marriage approval).
- ☐ HIV Screening Test Report – certified by a Government Clinic/Hospital in Malaysia.
- ☐ Approval Letter from the Immigration Department of Malaysia (Marriage Section for Foreign Citizens).
- ☐ Copy of valid Social Visit Pass / Work Pass / Student Pass.

C. ADDITIONAL DOCUMENTS (IF APPLICABLE)

- ☐ Letter of Consent to Marry from the Embassy or Consulate of the male applicant.
- ☐ Declaration of Refusal by Wali / Application for Wali Hakim – if the wali refuses or is disqualified.
- ☐ Official Translation of Foreign Documents – if not in English or Malay.
- ☐ Certificate or Letter of Confirmation of Conversion – from a State Islamic Religious Department (if conversion was done overseas).

D. DOCUMENT VERIFICATION

- ☐ All documents must:

• Be certified true copies by a Religious Officer, Imam, Village Head, Commissioner for Oaths, or Embassy official.

• Include two (2) sets of copies for each important document.

• Be arranged in the same order as this checklist before submission to the District Islamic Religious Office (Pejabat Agama Islam Daerah – PAID) where the female applicant resides.

E. IMPORTANT NOTES

• The male applicant must convert to Islam first before the marriage application can be processed or approved.

• The application will be processed only after all documents are complete and verified.

• All procedures must comply with the Islamic Family Law Enactment and the Rules on Marriage, Divorce, and Reconciliation of the respective state.